

# Partnership to Prevent and End Homelessness in the City of Alexandria

## Governing Board Meeting

### NOTES

**JANUARY 8, 2015**

**10:00AM**

**DCHS – 2525 MT. VERNON AVE.  
CYPHERS ROOM**

<b>TYPE OF MEETING</b>	<b>Governing Board called to order at 10:05 by Vice-Chair, Cheryl Malloy</b>
<b>ATTENDEES PRESENT</b>	<b>Allen Lomax, Lesa Gilbert, Lynn Thomas, Cheryl Malloy, Connie Juntunen, Debra Evans, Dimitri Warren, Eric Keeler, Jenny McDaniels, Katharine Dixon, Mary Parker Lamm, Michael O'Rourke, Nan Goodwin, Shelley Murphy</b>
<b>VISITORS</b>	
<b>MEMBERS EXCUSED</b>	<b>Alfreda Shinns, Carol Jackson, Catherine Hassinger, Kari Galloway, Marvel Robertson, Michelle Krockner, Pam Michell</b>
<b>MEMBERS ABSENT</b>	
<b>NOTE TAKER</b>	<b>Megan Stacy</b>

### Agenda

<b>I</b>	<b>INTRODUCTIONS</b>
Introduction of guests and members	

II	REVIEW AND APPROVAL OF MINUTES		
Michael O’Rourke moved to approve minutes; Allen Lomax seconded. Two amendments were offered: 1) Changes made in Section II (Legislative Presentation: Deleted reference to proposal to make the Governing Board the Official Advisory Council for Homelessness), and 2) updates to Section VI (Membership: Clarified that Davina Richardson was approved for PPEH General Membership). Motion to approve minutes with changes: Unanimous.			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
Revise minutes		Megan Stacy	1/8/15

III	GOVERNANCE DISCUSSION		
<p>The Governing Board discussed the purpose of the governing board. This discussion concentrated on what governance entails: 1) Setting direction, 2) Making policy and strategy decisions, 3) Overseeing and monitoring organizational performance, and 4) Ensuring overall accountability. Keeping the focus of board discussion in line with the strategic plan was emphasized. It was suggested that the purpose of the Governing Board be placed at the top of each meeting agenda. In addition, having a new member orientation, open to both new and existing members of the Board, reviewing the strategic plan monthly, and creating a board assessment and tools to measure progress were of top priority. The Board would also like to receive committee reports prior to meeting in order to discuss when necessary. A proposal to hire a consultant to help with focusing the Board meetings was discussed with a number of people agreeing that the Board should first attempt to police itself before engaging a consultant.</p>			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
Board Leadership to meet to determine next steps		Lesa	2/25/15

<b>IV</b>	<b>MEMBERSHIP</b>
Debbie Evans, Membership Committee Co-Chair reported: No new membership requests; awaiting responses from active recruits. The Membership Committee recommended that it should suspend	

recruitment of new members until such time as the Board meetings can become more focused and an orientation process established. It was agreed that it would be a good idea.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Board leadership to meet to determine next steps.	Lesa	

V	ANNOUNCEMENTS	
	<ul style="list-style-type: none"><li>Follow-up on Action Items from December’s meeting:<ol style="list-style-type: none"><li>211 Aspen Street is a vacant property owned by the City of Alexandria. Purchase requests can be sent to General Services. Recommendation is to form a small committee to discuss the possible use of the property to provide affordable housing.</li><li>Youth Grant follow-up: Center for Adult Services advertised the grant funded positions. New Hope Housing and CLI have come together to offer services and housing options. Now working on getting MOUs and identifying clients for the program.</li></ol></li><li>General Meeting of all Partnership members – March 19, 2015, possible agenda items include presentations from the Strategic Plan Committee and veteran services providers.</li><li>Data submission for the 2014 Annual Homelessness Assessment Report (AHAR) was confirmed received and complete on December 19, 2014. For ‘<u>All Persons</u>’ six categories were submitted: Emergency Shelter – Individuals, Emergency Shelter – Families, Transitional Housing – Individuals, Transitional Housing – Families, Permanent Supportive Housing – Individuals, and Permanent Supportive Housing – Families. For ‘<u>Veterans</u>’ four categories were submitted (of the six categories): Emergency Shelter – Individuals, Emergency Shelter – Families, Transitional Housing – Individuals, and Permanent Supportive Housing – Individuals.</li><li>The 2015 Point-In-Time (PIT) Count of persons experiencing homelessness will be conducted on Wednesday, January 28<sup>th</sup>. The PIT Task Force is conducting three provider training sessions for the sheltered count. Bill Rooney and Dana Woolfolk are coordinating the outreach count of persons who are unsheltered and will hold a training session for volunteers. Councilman John Chapman and representatives from HUD and the US Interagency Council on Homelessness have expressed interest in volunteering for the unsheltered count.</li><li>ParcView Apartments, owned and operated by Wesley Housing, has vacancies.</li><li>Partnership for a Healthier Alexandria has released their Alexandria Community Health Improvement Plan, 2014-2019.</li></ul>	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Ad hoc committee to review the 211 Aspen St property	Cheryl	TBD

VIII	ADJOURNMENT
	Meeting adjourned at 11:47am.
CONCLUSIONS	Next meeting – February 5, 2015